



Meal Counting in the Child and Adult Care Food Program

1) Meal counts must be taken:

- a) By the end of each day.
- b) At (or near) the time of each meal service.
- c) By the end of the week.
- d) As soon as you know who will be in attendance for the meal.

2) What information must be included on the meal count form?

- a) The date(s)
- b) The first and last name of each child
- c) A record of which children participated in each meal service
- d) All of the above

3) In one day, what is the maximum number of meals that may be claimed for each child?

- a) As many meals as the child was served during the day
- b) If the meal is served, all of the enrolled children may be claimed for the meal (whether they are present or not)
- c) 3 meals, one of which must be a snack
- d) 3 meals per day (no restrictions)

4) A center that provides more than three meals to the children each day (e.g. breakfast, a.m. snack, lunch, and p.m. snack), is allowed to claim up to 4 meals per child per day as long as at least 8 hours elapses between the end of the center's first meal and the beginning of the 4th meal.

- a) True
- b) False

5) Meals may only be claimed for children who are "enrolled" for care in the center.

- a) True (except in Outside School Hours Centers)
- b) True (except in Head Start facilities)
- c) Always true
- d) False, children do not need to be enrolled

6) What is it called when the eligibility category of free and reduced price children is available for anyone to view?

- a) Insider Information Leak
- b) Breach of Confidentiality
- c) Overt Identification
- d) Freedom of Information

7) What are the regulatory age limits for children whose meals are claimed in child care centers?

- a) School-age children through the age of 18 years
- b) Children under the age of 6 and migrant children of any age
- c) Children over the age of 1 year and below the age of 18
- d) Children age 12 and younger; migrant children age 15 and younger

8) What are the regulatory age limits for children whose snacks are claimed in at-risk after school programs in needy areas of the state?

- a) School-age children through the age of 18 years
- b) Children under the age of 6 and migrant children of any age
- c) Children over the age of 1 year and below the age of 18
- d) Children age 12 and younger; migrant children age 15 and younger

9) Meal count records must be maintained on file for how long after they are completed?

- a) Six months
- b) Until the child is no longer enrolled
- c) For three years beyond the year to which they pertain
- d) Forever

10) Which of the following is NOT a common mistake on meal count forms?

- a) Keeping one form per classroom on a clip board with a pen attached.
- b) Waiting until the end of the day to mark the meal count records.
- c) Counting more than two meals and one snack, two snacks and one meal, or 3 snacks per child per day.
- d) Meals counts are not added correctly.

11) In a Family Style meal service, what requirements need to be met in order for the meal to be reimbursable?

- a) Place a sufficient amount of food on the table (at the start of the meal) to provide the full required portion of each food item for all children and supervising adults at the table.
- b) Offer and encourage each child to take the full portion of each component at the start of the meal.
- c) If a child initially refuses a component or does not take the full portion of each component, the responsible adult(s) must actively encourage the child to at least take a trial portion or offer a the food items a second time during the course of the meal.
- d) All of the above are required.

12) Is it permissible to serve most of the food items at the start of the meal and then serve the remaining item(s) later in the meal (e.g. serving everything but the fruit at the start and then serving the fruit as a dessert)?

- a) Yes
- b) No

13) Which of the following is a "reimbursable" lunch? (there is only one)

- a) Tator Tot Casserole, Peaches, and 2% Milk
- b) All-Meat Bologna Sandwich, Potato Chips, and Skim Milk
- c) Macaroni & Cheese, Carrots, Apple, and Chocolate Pudding
- d) Homemade Hamburger & Cheese Pizza, Broccoli, Pineapple, and 1% Milk

14) If a Child Care Center serves meals to the staff, can those meals be claimed for reimbursement?

- a) Yes
- b) No

15) Do time in/out or attendance records need to have the child's first and last names?

- a) Yes
- b) No

16) Is it permissible to complete time in/out records in advance?

- a) Yes
- b) No
- c) Only if you are sure the child(ren) will be there for the meal

17) For the CACFP, which of the following items must be on file for every child who is enrolled at the center?

- a) The child's first and last name, the child's date of birth, and a parent/guardian signature.
- b) The child's normal days, hours, and meals eaten while in care.
- c) At least one parent's social security number, a major credit card number, and a photo id.
- d) Both A and B

18) How often must enrollment forms be reviewed by parents?

- a) When they enroll
- b) Each month
- c) When (and if) they have a baby
- d) Annually

19) What is the first suggested step for completing meal count records?

- a) Fill out the form at every meal or snack, by placing an **X** in the boxes to show who is eating.
- b) Hang the clipboard near the place where the participants eat.
- c) Create a master list of participants on a meal count form.
- d) Keep one form for each classroom.

20) If meal count mistakes are found during a CACFP review of your agency, what will the result most likely be?

- a) The agency will immediately be terminated from the Program.
- b) The agency will lose reimbursement for one month.
- c) Your agency may owe money back to the CACFP.
- d) Nothing, mistakes are just a part of the Program.

Your Name

Local Agency Name

Date